



Government of the United States Virgin Islands
Department of Agriculture



ST. CROIX: #1 Estate Lower Love, Kingshill, V.I. 00850 • T: (340) 778-0997 • F: (340) 778-0997
ST. THOMAS: #7944 Estate Dorothea, St. Thomas, V.I. 00802 • T: (340) 774-5182 • F: (340) 774-1823
ST. JOHN: #11 Estate Carolina, Coral Bay, V.I. 00830 • T: (340) 776-6274 • F: (340) 693-5065

AGRICULTURAL LAND LEASE APPLICATION

Applications for this land leasing opportunity program may be submitted to the PROPERTY MANAGEMENT PROGRAM at VIDA offices or submitted online at MYGOV site along with a **non-refundable application fee of \$75.00**.

Before you begin this application, please read the following information:

- ☐ **The objective** of this program is to identify, preserve, and advise for the management of all public agricultural resources and agricultural-zoned lands in the territory for the development of a sustainable agricultural industry under VIC 7 § 9a.
- ☐ **Before you begin** this application, please ensure you have the following documents:
 - Farmer's License
 - Completed License from Department of Licensing and Consumer Affairs
 - Mandatory Business Documents
 - See Appendix A for *"Required Documents Depending on Business Type"*
 - Business Plan
 - See Appendix C for *"How to Prepare a Business Plan"*
- ☐ Please **DO NOT submit** this application if any of the owners, principals, stakeholders, guarantors, or company officers currently work for the Government of the Virgin Islands **OR** if the application is missing any files or documentation.

Please ensure your application is complete, the information is true and accurate, as applications with missing information, or applications incorrectly submitted will not be considered or accepted.

All **questions** about this application can be submitted via email to propertymanagement@doa.vi.gov or via phone at (340) 774-5182.



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APPENDIX A

Required Documents Depending on Business Type

Sole Proprietorship	
1.	Current VI Farmer's License
2.	Proof of Commercial General Liability Insurance ¹
3.	Sam.Gov Registration ²
4.	Tradename Certificate (if tradename is used) ³
5.	Proof of Worker's Compensation Coverage/ Government Insurance Coverage ⁴

General Partnerships	
1.	Current VI Farmer's License
2.	Proof of Commercial General Liability Insurance ¹
3.	Sam.Gov Registration ²
4.	Tradename Certificate (if tradename is used) ³
5.	Proof of Worker's Compensation Coverage/ Government Insurance Coverage
6.	Partnership Agreement (if it exists)
7.	Memorandum Authorizing signatory on company letterhead (signed/attested by secretary or all members)

Limited Partnerships (LP/LLP/LLLP)	
1.	Current VI Farmer's License
2.	Proof of Commercial General Liability Insurance ¹
3.	Sam.Gov Registration ²
4.	Tradename Certificate (if tradename is used) ³
5.	Proof of Worker's Compensation Coverage/ Government Insurance Coverage
6.	Certificate of Limited Partnership or Statement of Qualification
7.	Memorandum Authorizing signatory on company letterhead (signed/attested by secretary or all members)
8.	Certificate of Good Standing ³